



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

**STATE OF DELAWARE
REAL ESATE COMMISSION
REAL ESTATE EDUCATION COMMITTEE**

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

PUBLIC MEETING NOTICE: REAL ESTATE EDUCATION COMMITTEE

MEETING DATE AND TIME: Thursday, December 7, 2017 at 9:30 a.m.

**PLACE: Division of Professional Regulation
861 Silver Lake Boulevard, Cannon Building
Second Floor Conference Room A
Dover, Delaware**

MINUTES FOR APPROVAL:

MEMBERS PRESENT

Barbara Brodoway, New Castle County, Public Member, Chairperson
Michael Rushe, Kent County, Public Member, Vice-Chairperson
Sal Sedita, Sussex County, Professional Member
Chrissy Steele, Sussex County, Professional Member
Tom Burns, Kent County, Professional Member

MEMBERS ABSENT

Juli Giles, New Castle County, Professional Member
Judy Dean, Sussex County, Professional Member
Denise Tatman, Sussex County, Public Member
Debbie Oberdorf, Kent County, Professional Member

DIVISION STAFF

Eileen Kelly, Deputy Attorney General
Nicole Williams, Administrative Specialist III

OTHERS PRESENT

No others were present.

CALL TO ORDER

Ms. Brodoway called the meeting to order at 9:40 a.m.

REVIEW OF MINUTES

The Committee reviewed the minutes from the November 2, 2017 meeting. Mr. Rushe moved, seconded by Mr. Burns, to approve the November minutes as written. By unanimous vote, the motion carried.

UNFINISHED BUSINESS

Review of draft proposed education guidelines

The Committee reviewed and discussed the proposed draft education guidelines with Ms. Kelly. The Committee added a few additional changes to the proposed guideline changes. After final review, Mr. Rushe made a motion, seconded by Mr. Sedita, to approve the proposed draft education guidelines with the

revisions as discussed. By unanimous vote, the motion carried. Ms. Kelly advised that the drafted guidelines will be reviewed by the Commission at their December meeting next week for final approval.

Tabled discussion of content of the course modules

The Committee discussed that the current content of the course modules. After review it was determined that for Core Module 1, Agency and Fair Housing, the topic of "Pre-house Bill 122 – Yesterday" should be stricken and change topic "House Bill – 122 Today" to "Statutory Agency."

The Committee discussing adding the statement of "Other current topics relevant to the subject matter of this module taught at an intermediate level or above" to the Core Modules of 3, 4, 5, and 6. Mr. Burns moved, seconded by Mr. Rushe, to approve the changes discussed by the Committee to the course content of the modules. By unanimous vote, the motion carried.

Tabled discussion of commission Rule 13.1.2 New Salesperson Licensees

Ms. Brodoway stated that the current regulations regarding new salesperson licensees that have never been licensed before are very confusing in how it's worded and the requirement of having to have the new licensee course modules completed within a year of licensure. The Committee discussed that the language will need to be changed to allow the new licensee modules to be completed during a renewal cycle and that they should probably be prorated according to when a salesperson is licensed.

The Committee tabled further discussion of the topic until their January 2018 meeting.

Review of tabled Instructor application for Michael Isaacs

The Committee reviewed the updated application for Michael Isaacs as he is requesting to only be approved to teach Real Estate Law for pre-licensing. Mr. Burns moved, seconded by Ms. Steele, to approve Mr. Isaacs for Real Estate Law in pre-licensing. By unanimous vote, the motion carried.

NEW BUSINESS

Update from Commission

Ms. Brodoway stated that she and Mr. Burns attended the previous Commission meeting and discussed the three issues in which they gave very positive feedback. The Commission also discussed increasing fines for licensees for non-compliance to the audit and for renewing late. There was no further discussion.

Review of Course Provider Application(s)

Mr. Burns moved, seconded by Ms. Steele, to recommend approval, contingent approval, denial, or tabling of the following course provider applications as noted below. By unanimous vote, the motion carried.

The CE Shop, Inc.

Delaware Agency and Fair Housing **Approved**
Module(s): 1
Credit Hours: 3

New Castle County Board of REALTORS®

Reverse Mortgages for Purchase **Approved**
Module(s): 7
Credit Hours: 3

Omega Real Estate School

Environmental Issues and the Ordinances that Govern Them **Approved**
Module(s): 6
Credit Hours: 6

McKissock, LLC

The Property Management Primer **Denied: Per Education Guideline 4.2.7 continuing education courses shall be, at minimum, at the intermediate level.**

Module(s): 7

Credit Hours: 3

Using Retirement Assets to Purchase Real Estate **Denied: Per Education Guideline 4.2.7 continuing education courses shall be, at minimum, at the intermediate level.**

Module(s): 7

Credit Hours: 3

The End of the Paper Trail: How to Conduct Paperless Transactions **Denied: Per Education Guideline 4.2.7 continuing education courses shall be, at minimum, at the intermediate level.**

Module(s): 7

Credit Hours: 3

Americans with Disabilities Act (ADA) **Denied: Per Education Guideline 4.2.7 continuing education courses shall be, at minimum, at the intermediate level.**

Module(s): 7

Credit Hours: 3

Stephen M. Marcus

Everyday Practices in Agency & Fair Housing **Approved**

Module(s): 1

Credit Hours: 3

Risk Is For Real! **Approved**

Module(s): 4

Credit Hours: 3

Review of Instructor Applications

Mr. Burns moved, seconded by Ms. Steele, to recommend approval, contingent approval, denial, or tabling, of the following instructor applications as noted below. By unanimous vote, the motion carried.

Kenneth Feaster, Jr. **Approved**

Continuing Education Module(s): Modules 1, 3, 5, 6 & 7-How to Have a Smooth Settlement

Pre-Licensing Courses(s): Orientation; Real Estate Mathematics

Broker's Course(s): Real Estate Documents; Legal and Governmental Aspects of Real Estate

Robert Fleck **Approved**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 4, 5, 6, 7

Thomas Lundstedt **Approved**

Continuing Education Module(s): Module 6 and Module 7 - How to Work with Real Estate Investors Part I; How to Work with Real Estate Investors Part II

Peter Kirsh **Approved**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 5, 6

Megan Broomall-Filliben **Approved, Ms. Brodoway abstained.**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 4, 5, 6 & 7-Navigating 2017 & Beyond

Pre-Licensing Courses(s): Real Estate Law

Broker's Course(s): Real Estate Documents; Ethics

Barbara Brodoway **Approved, Ms. Brodoway abstained.**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 4, 5, 6 & 7- Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Courses(s): Real Estate Law

Broker's Course(s): Brokerage; Real Estate Documents; Valuing Real Property; Financing; Ethics; Legal and Governmental Aspects of Real Estate; Real Estate Investment

Meaghan Hudson **Approved, Ms. Brodoway abstained.**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 4, 5, 6 & 7- Navigating 2017 & Beyond

Pre-Licensing Courses(s): Real Estate Law

Broker's Course(s): Real Estate Documents; Ethics

Nancy Law **Approved, Ms. Brodoway abstained.**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 4, 5, 6 & 7- Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Courses(s): Orientation; Real Estate Law

Broker's Course(s): Brokerage; Real Estate Documents; Valuing Real Property; Financing; Ethics; Legal and Governmental Aspects of Real Estate; Real Estate Investment; Mathematics

Gerald Proffitt **Approved, Ms. Brodoway abstained.**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 4, 5, 6 & 7- Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Courses(s): Real Estate Law

Broker's Course(s): Real Estate Documents; Ethics

William Ward **Approved, Ms. Brodoway abstained.**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 4, 5, 6 & 7- Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Courses(s): Orientation; Real Estate Law

Broker's Course(s): Brokerage; Real Estate Documents; Valuing Real Property; Financing; Ethics; Legal and Governmental Aspects of Real Estate; Real Estate Investment; Mathematics

Rosalind Williams **Approved, Ms. Brodoway abstained.**

Continuing Education Module(s): New Licensee Modules 1, 2, 3, 4; Modules 1, 2, 3, 4, 5, 6 & 7- Differences Between DE & PA; Navigating 2015 & Beyond

Pre-Licensing Courses(s): Real Estate Law

Broker's Course(s): Real Estate Documents; Ethics

Review of Student Request(s) for Approval

Mr. Burns moved, seconded by Ms. Steele, to recommend approval, contingent approval, denial, or tabling, of the following student continuing education applications as noted below. By unanimous vote, the motion carried.

Mary Hoffman

Fair Housing

Module(s): 1

Credit Hours: 3

Denied: Course content not related to Delaware; Maryland based.

MD Code of Ethics

Module(s): 2

Credit Hours: 3

Denied: Course content not related to Delaware; Maryland based.

MREC Required Supervision

Module(s): 4

Credit Hours: 3

Denied: Course content not related to Delaware; Maryland based.

Review of Resume for Maggie Scarborough

The Committee reviewed the resume and credentials for Ms. Scarborough. Ms. Scarborough submitted her letter of interest to replace Mr. Burns when his term ends on the Committee in February of 2018. If accepted, Ms. Scarborough will begin in March of 2018. Mr. Sedita moved, seconded by Mr. Rushe, to accept Ms. Scarborough to the Education Committee with a term to begin in March 2018. By unanimous vote, the motion carried.

CORRESPONDENCE

There was no correspondence for the Committee to review or discuss.

OTHER BUSINESS BEFORE THE COMMITTEE (for discussion only)

Mr. Burns advised that he has a replacement in mind and will have the applicant submit her resume to Ms. Williams to be placed on the agenda for review. His term ends in January or February of 2018.

PUBLIC COMMENT

There was no public comment.

NEXT SCHEDULED MEETING

The next meeting will be held on Thursday January 4, 2018 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Ms. Brodoway moved, seconded by Mr. Rushe, to adjourn the meeting. By unanimous vote, the motion carried. The meeting adjourned at 11:25 a.m.

Respectfully submitted,



Nicole M. Williams
Administrative Specialist III

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.